



NORTHERN HIGHLANDS REGIONAL HIGH SCHOOL

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ATHLETIC INFORMATION PACKET

ATHLETIC INFORMATION, ATHLETIC REGISTRATION, PRE-PARTICIPATION PHYSICAL EVALUATION AND OTHER STATE REQUIREMENTS

Dear Student Athletes and Parents/Guardians of Student Athletes:

Enclosed please find information pertaining to the NHRHS athletic program and the various New Jersey State Interscholastic Athletic Association (NJSIAA) and the New Jersey Department of Education (NJDOE) acknowledgements/registrations required for student participation in athletics. Additional information is included on the FamilyID online registration site (see FamilyID directions below and/or on the school website).

In order to eliminate any delay, all forms and the registration process should be electronically submitted on or before the deadlines listed below. We prefer to receive all documents and submissions at least 30 days prior to the start of a season. Please note that forms and online registration are NOT valid if completed, dated or submitted more than 90 days prior to the start of the season. Your family physician (aka "medical home"), who knows the student's medical history best, should complete the physical examination. Make sure your doctor is certified in all state requirements to complete a New Jersey athletic physical examination.

DEADLINES/TIMELINES:

SUMMER: Approximate Season Timeline: June 10-August 1 **Registration/Submission of forms may begin on:** May 20 **Medical Forms/Acknowledgements are due by:** June 10

FALL: Approximate Season Timeline: August 10-December 10 **Registration/Submission of forms may begin on:** May 20 **Medical Forms/Acknowledgements are due by:** August 1

WINTER: Approximate Season Timeline: November 10-March 15 **Registration/Submission of forms may begin on:** September 1 **Medical Forms/Acknowledgements are due by:** November 1

SPRING: Approximate Season Timeline: March 1-June 10 **Registration/Submission of forms may begin on:** December 15 **Medical Forms/Acknowledgements are due by:** February 1

CONTENTS and REQUIREMENTS:

- Our **Athletic Information Packet**, which includes, but is not limited to NJSIAA Eligibility, Expectations, Hazing/HIB, Commitment Guidelines, Seasonal Time Frames, Schedules/Postponements, College Visits, Attendance, Equipment, Transportation, Insurance, Athletic Trainer, Awards and Varsity Jackets, Summer, Sportsmanship, Chain of Command, Tryouts, Fundraising, and User Fees.

- Various **NJDOE/NJSIAA Acknowledgements/Registrations**: All acknowledgements/registrations must be signed off by a parent or guardian and the student athlete. All agreements and policies listed within must be read and consented to prior to student athlete participation. Some forms/acknowledgements are printed paper/hard copies and some are FamilyID electronic registrations (see specifics below and on FamilyID). Both types are required to complete the process.

A. ELECTRONIC COPIES REQUIRED TO BE SUBMITTED: These forms can be downloaded and printed from FamilyID website or from the Northern Highlands website. Please remember that at busy times it can take several weeks to get an appointment for a routine physical exam.

1. A Health History Questionnaire (HHQ) is required for each athletic season. These school year seasonal forms are required prior to the start of tryouts/practice for each season and should not be completed more than 90 days prior to the start of the season. This form must be electronically submitted via Genesis at least two weeks prior to the start of the season. Health updates are reviewed by the school nurse and school doctor.
2. An Athletic Pre-Participation Physical Evaluation (PPE) which includes History, Physical Examination and Clearance Forms, is partially completed and signed by a parent/guardian (History Form) and reviewed by the examining physician. The Physical Examination and Clearance Forms are completed, signed and stamped by the examining physician. The school physician must review and approve all completed forms prior to any athletic participation. A completed physical evaluation will cover the athlete for one full year from the date it was administered. For maximum efficiency, we recommend that you schedule your child's physical evaluation during early June.

B. FAMILYID ONLINE REGISTRATIONS/ACKNOWLEDGEMENTS: These online acknowledgements are required ONCE annually and must be submitted prior to any participation. These registrations/acknowledgements may not be submitted sooner than 90 days prior to the first season of participation. See timelines above.

1. NJSIAA Concussion
2. NJDOE Sudden Cardiac Death
3. NHRHS Media Release
4. NJSIAA Steroid/Banned Substances Random Testing
5. Eligibility Statement (eight semesters, credits, transfer etc.)
6. Medical Treatment
7. Consent/Warning/Acknowledgement
8. ImPact – (concussion baseline screening)

**Please note that NHRHS also requires permission to participate in summer workouts/practices on campus. This process can be completed via the Summer Permission Registration Tab on the main page of FamilyID.

NEW REQUIREMENT FOR DOCTORS – EFFECTIVE 5/1/2015:

Pursuant to New Jersey state law N.J.S.A. 18A:40-41.7 (Scholastic Student Safety Act), completion of a Student-Athlete Cardiac Assessment Professional Development Module by the physician, advanced practice nurse or physician assistant who performs a student athlete's annual physical examination is **REQUIRED**. The New Jersey Department of Education announced that this module is now available to all health care practitioners in the state.

Please know, the school nurse and doctor CANNOT medically clear a student for tryouts, practice or any other participation until all required forms, registrations and acknowledgements have been reviewed and approved. Student athletes/families that do not follow the guidelines could miss valuable practice time, but nothing is more important than the safety and wellbeing of our students. With your cooperation, clearance for athletic participation can be carried out with minimal inconvenience and maximum effectiveness.

All the best for a successful school year and athletic season. Go Highlands!

Respectfully,

Mike Koth

Assistant Principal for Athletics

FAMILY ID – ONLINE REGISTRATION

Dear Students and Parents/Guardians:

We are excited to announce Northern Highlands is now offering the convenience of online registration through partner company, FamilyID (www.familyid.com).

FamilyID is a secure registration platform that provides you with an easy, user-friendly way to register for our programs. It helps all involved to be more administratively efficient and environmentally responsible. When you register through FamilyID, the system keeps track of your information in your FamilyID profile so you enter your information only once for multiple uses, multiple family members and multiple programs.

INFORMATION NEEDED TO REGISTER: It will be helpful to have the following types of information handy to allow for accurate completion of your online registration.

- *Examples: doctor information, health insurance information, emergency contact information, student ID and the date of the student's most recent physical exam.*

A parent/guardian should register by clicking on this link: <https://www.familyid.com/northern-highlands-regional-high-school> and following these steps:

1. CLICK the green “Programs” button (upper right corner of page), then click on the link for the program (applicable athletic season) for which you want to register. Scroll to the bottom of the page to either **Sign Up** if this is your first time using FamilyID, or **Log In** if you already have a FamilyID account.
2. Sign Up for your secure FamilyID account by entering your family name, email address and password. Make sure to agree to FamilyID Terms of Service. Click green sign up button. You will receive an email with a link to activate your new account. (If you don't see the email, check your spam or junk folders.)
3. Click on the link in your email activation, which will log you in to FamilyID.
4. If you do not return to the registration form, click “Find Programs” to retrieve the form. Once in the registration form, complete the information requested. When you have completed the form, click the “Save & Continue” button.
5. Review your registration summary and click the green “Add to Cart”.

You will receive an email receipt from registrations@familyid.com. You can also view your completed registration in your “Registration” tab. You can log into <https://www.familyid.com> at any time to update your information and to check your registration(s).

SUPPORT: You can always find your programs at www.familyid.com by clicking “Find Programs” in the top blue banner and searching for our organization name.

If you need assistance with your registration, you can **call Family ID at 888-800-5583 ext. 1** or email support@familyid.com. FamilyID also offers online chat during business hours and a support center at <https://familyid.desk.com>. Support is available 7 days per week and messages will be returned promptly.

Within FamilyID, you find information pertaining to the NHRHS athletic program and the various New Jersey State Interscholastic Athletic Association (NJSIAA) and the New Jersey Department of Education (NJDOE) acknowledgements/registrations required for student participation in athletics. The NJSIAA and the NJDOE

require an annual pre-participation physical evaluation (PPE forms) and a Health History Questionnaire (HHQ). Before a student may participate in a sport (any form of athletic practice, tryouts etc.) a valid PPE, HHQ, and all FamilyID online acknowledgements/registrations must be received for review and approved by the Athletic Office, school nurse and school doctor.

ATHLETIC PHILOSOPHY / MISSION STATEMENT

It is the mission of the Northern Highlands Athletic Department to mentor and educate students through athletic participation by emphasizing confidence, strength of character, civility and collaborative commitment in the pursuit of excellence. We believe that a sound and wholesome athletic program will contribute to the physical, social and moral development of our students. We also believe that athletics complements the educational process and provides reinforcement to the values learned at home and in the classroom.

Northern Highlands enjoys extremely high student participation rates and successful programs. We offer a comprehensive program including 31 sports at 67 different levels. We are a member of the New Jersey Interscholastic Athletic Association (NJSIAA) and the Big North Conference (BNC). Outstanding sportsmanship is the highest priority. We encourage families to be active supporters of our teams' efforts by being positive role models and encouraging all to compete to the best of their abilities. The success of our programs should be judged in more than victory or defeat, but rather in the caliber of student athlete, team spirit, sportsmanship, commitment, cooperative skills and effort.

The Northern Highlands athletic program is one that has been built on a foundation of hard work, self-discipline, self-sacrifice, sportsmanship, pride, loyalty, tradition and a true commitment to excellence. As we continue to move forward in the 21st century, it is our aim that the student athletes of Northern Highlands will continue to work towards preserving these standards and display these qualities both in and out of the competitive arena. GO HIGHLANDS!

NJSIAA ELIGIBILITY REQUIREMENTS

AGE / GENERAL:

Anyone who is nineteen years old prior to September 1 is not eligible. Any 9th grader who is sixteen prior to September 1 is not eligible for Freshman team competition. Any student that participated in high school competition (in any state) as a seventh or eighth grader must inform their head coach **and** the Athletic Director prior to any athletic participation at Northern Highlands. A student is not permitted to participate in a scrimmage or game/contest until he/she has completed six days of practice in that sport.

ACADEMIC:

Student athletes must be formally enrolled in the school where they want to participate and should carry and pass a minimum of six courses on a yearly basis. Grades will be checked at mid-year and at the end of the school year. Anyone who fails to attain 15 credits at mid-year is ineligible for spring sports. Anyone who fails to attain 30 credits at the end of the school year is ineligible for fall and winter sports. However, a student who does not have the appropriate amount of credits at the end of the school year can acquire them in summer school and still be eligible for the fall/winter. We urge the parents of student athletes to check their child's schedules to make certain they are carrying at least six courses. If there are any questions, please contact your child's guidance counselor.

MEDICAL:

A physical evaluation (examination, history and clearance forms) is required for all athletes (ex: **PPE form**). This evaluation form covers a student athlete for a period of 365 days from the date of the exam. It is strongly recommended that athletes schedule a physical examination during early June. In doing so, the student-athlete will be covered for the entire school year and including the summer. Prior to any athletic participation, all forms,

FamilyID registrations and sign offs must be submitted to the athletic office and approved by the school doctor. Under no circumstances should an athlete participate without medical clearance from the nurse and/or school doctor. A health update and permission form is also required for each athletic season (ex: **HHQ**).

TRANSFER STUDENTS:

Basically, a student transferring from one secondary school to another, without a change of residence by that student's parent or guardian, is not eligible to compete for at least 30 days if they participated in a varsity sport at their previous school. There are possible exceptions so please contact the Athletic Director for clarification. To prevent possible recruitment or transfer for athletic advantage infractions, a Transfer Form must be executed by the two involved schools and filed with the NJSIAA. **All transfer students are subject to all the eligibility requirements listed above and must report to the Athletic Director to institute the Transfer Form process.**

*** Additional eligibility requirements are noted on the New Jersey State Interscholastic Athletic Association website (www.NJSIAA.org). All eligibility requirements are subject to change on short notice.

EXPECTATIONS OF STUDENT ATHLETES

Except for extraordinary or extenuating circumstances the Northern Highlands Coaching Staff has the following expectations for students who are candidates for an interscholastic sport. To help everyone better understand the time and effort required in order to compete interscholastically, the coaching staff has compiled this list of general expectations which they would like you and your child to be aware of before he/she makes a decision to participate in a sport.

Northern Highlands' athletes are expected to:

- Maximize their academic performance by attending class every day, by being attentive in class, and by doing homework assignments conscientiously. Academic commitments must be the highest priority. If a student is having academic difficulty, then they are strongly encouraged to seek extra help.
- Make a commitment to their sport by attending all contests and practices including those that occur on weekends, during vacations, and during post-season tournaments. Athletes will always be excused for observance of religious holidays without penalty and should notify their coaches of these circumstances well in advance.
- Conduct themselves in a manner that reflects positively on their family, their team, their school, and themselves. Students must not act in any way that may harm or insult (including hazing) teammates, fellow students or others. Our student athletes are always expected to set examples of good sportsmanship and citizenship.
- Abstain from using, possessing, selling and distributing alcohol, tobacco, and illegal drugs.
- Care for themselves by maintaining good habits of eating, sleeping, and exercising.
- Safeguard, care for and return or replace all equipment and facilities provided by the Board of Education. Students will provide their own lock and should always lock up their valuables.
- Take advantage of opportunities to improve their level of skill.

Please be advised that coaches will handle athletes who do not live up to expectations on an individual basis. According to our disciplinary guidelines, students who violate any Group I or Group II infraction (see pages 15-17 in the Parent / Student Handbook) will be subject to disciplinary action by their respective coaches/advisors. **Consequences may include: the loss of leadership positions, loss of a varsity letter, probation, suspension or dismissal from the team/activity.** Consequences will be determined after consultation with the Athletic Director (for consistency purposes only).

COMMITMENT GUIDELINES

Each program/team has its own unique schedule; however, athletes should expect to practice and compete daily and on weekends. It should be understood that any athlete in grades 10-12 who will not be available during a school vacation period in a particular sport's season should not try out for the sport. Sophomore, Junior, and Senior athletes who do not participate in their sport during vacation periods will be dismissed from the team.

All freshmen athletes are strongly encouraged to have their families make an attempt to change vacation plans made prior to a particular season. If this cannot be done, the freshman athlete will sit one game for each game and each practice missed during the vacation (maximum of 5), but will not be dismissed from the team.

Any athlete in grades 9-12 who misses either a practice or a game outside of the vacation period will be reviewed by the coach on an individual basis. Athletes will always be excused for observance of **religious holidays** without penalty and should notify their coaches of these circumstances well in advance.

SEASONAL TIME LINES

For the purpose of committing to a particular season, please observe the beginning and ending dates for each.

Season	Approximate Season Timeline	Registration/Submission of forms may begin on:	Medical Forms are due by:
Summer	June 10 – August 1	May 20	June 10
Fall	August 10 – December 10	May 20	August 1
Winter	November 10 – March 15	September 1	November 1
Spring	March 1 – June 10	December 15	February 1

INVOLVEMENT IN MULTIPLE ACTIVITIES

Northern Highlands encourages students to participate in multiple activities throughout the year, although there will be conflicts. Athletes are strongly encouraged to talk with their coaches regarding conflicts in scheduling or any other problems as soon as they are discovered. Past experience indicates that athletes should not have a job, play on another team or play another sport during the school season. The following guidelines will be used so that all coaches and athletes understand the philosophy of the administration, which will not permit any consequence for choosing one school activity over another school activity:

- If both activities are practicing or participating in actual school events at the same time, then the student may select the activity, which he/she chooses, without fear of disciplinary action.
- If there is a conflict between a school event and a school practice, the student will participate in the school event.
- A school event will always take precedence over a non-school activity, sport or event.

SCHEDULES, INCLEMENT WEATHER, POSTPONEMENTS AND DIRECTIONS

All athletic schedules and directions are available on the school website (www.northernhighlands.org) and postponement/cancellation information is updated throughout each school day. You can also register for email notifications of all game postponements and cancellations via the website (www.schedulestar.com). A decision will be made by the administration and in conjunction with the opposing school by 2:00 P.M. of that particular day. If school is closed due to "inclement weather", all games and practices are also subject to postponement. Additionally, all scheduled activities are subject to change for various reasons – please consult your child daily about all practice and game schedules.

COLLEGE VISITATIONS

At some time during a student athlete's Junior and/or Senior year, it may be necessary for the student athlete to make college visits. Coaches, parents and student athletes should be pro-active and plan college visits early to avoid potential scheduling conflicts. Student athletes and parents should understand that inclement weather, state/county tournament playoffs, and make-up games might alter all previously scheduled events. During the school year, with the exception of football in the fall season, the third weekend in November and the last weekend in February are normally free from activity, unless a team is playing for a county, sectional or state championship. **Summer vacation is the best time to visit colleges.**

If a student is interested in playing a sport in college, then they should register with the NCAA Eligibility Center www.ncaa.org at the beginning of their junior year. At the end of their junior year a transcript should be sent to the Eligibility Center and additionally, students should have their SAT or ACT scores forwarded directly to the Eligibility Center whenever they take the exam.

STUDENT/ATHLETE ATTENDANCE AND PARTICIPATION

It is required that participants in extracurricular activities adhere to a minimum of four hours' attendance in school in order to be eligible for participation in a particular activity that day. This means that students who arrive after 10:30 A.M. will not be permitted to participate that day. It should be noted, however, that **extenuating circumstances** could allow for administrative exemption from this rule. An advisor or coach may exclude a student from participating in an activity if the student fails to adhere to the requirements for participation.

There are times when an athlete's absence from school on a particular day/days is due to health reasons. Obviously, based on the type of illness, loss of strength, success of the practice replacement, etc. - the returning athlete's playing time may be curtailed, but only with the best interest of both the team and the athlete as a priority. Athletes who are medically excluded from participation in physical education on a given day may not participate in athletics that same day.

EQUIPMENT

Any and all athletic equipment issued by the school becomes the responsibility of the athlete during the season. Special care must be taken to lock all personal belongings in the locker room during practices and games. Athletes must provide their own locks and are reminded not to bring large amounts of money or valuables to school. Within one week of the conclusion of the season, all equipment and cleaned uniforms must be returned to the coaches. Any missing uniforms will be handled as a financial obligation and diplomas, report cards and/or schedules will not be given out until all uniforms/equipment are returned or a fee paid. If an athlete quits or is removed from a team during the season, the uniform and/or equipment that the school issued must be returned within one week of removal.

TRANSPORTATION

Bus transportation to and from most weekday contests is normally provided. Exceptions to this policy include specific sport activities (e.g. individual county or state tournament competition; swimming, golf and ice hockey practices). **Weekend and Holiday bus transportation is not usually provided.** Parents are expected to drive to most weekend and holiday events. Typically, athletes must ride the bus provided for all away contests unless prior authorization has been obtained by the Athletic Director or another member of the administration. However, to help make things easier and more efficient for families, parents may sign out with the coach at the event, as long as the parent is driving and they communicate directly with the coach.

A parent's written request for their child to be transported by another student's parent must also be accompanied by a written request from the other child's parent (the driver). These types of requests should be done in writing and at least 24 hours in advance. Under no circumstances will a student be permitted to be transported by another student.

STUDENT ATHLETE INSURANCE COVERAGE

The Board of Education no longer maintains additional insurance coverage for interscholastic athletics against accidental injury. We urge you to consider the supplemental insurance offered by Bollinger, Inc. that is mailed to you in your August packet. You can complete an online form to purchase coverage at: www.Bollingerschools.com and, in addition, hard copies are available in the Northern Highlands Business Office.

PLEASE NOTE: If you should purchase this additional insurance, it is a primary policy for student accident and injury ONLY and does not cover wellness or sickness. **Please be advised that all football injuries/accidents are specifically excluded from this coverage.** Coverage specifics should be obtained from Bollinger directly as while this coverage is very broad, there are restrictions, limitations, and exclusions in this policy. **In many situations, medical bills may not be covered in full.** Parents should understand that medical expenses are their responsibility, not that of the school district.

In order to file an insurance claim, an accident report must be filed by the coach. After the accident report is received; claim forms will be mailed to you by the School Nurse. **It is the parent's responsibility to collect all medical bills and submit them to the insurance company.** Questions regarding the policy coverage or about specific claims can best be answered by Bollinger Inc. (866-267-0092).

THE ROLE OF THE ATHLETIC TRAINER

Northern Highlands is fortunate to have a full-time certified athletic trainer. The trainer has been given the authority to interpret and administer to any injury that occurs at our campus or events. Once the athlete has been treated initially, it becomes the choice of the family as to where the child will receive rehabilitation. This can be done at Northern Highlands or with an outside therapist. Please note that under most circumstances the school requires a doctor's clearance prior to a student athlete resuming participation. Therefore, athletes and parents must report all injuries and updates immediately to the coach and to the trainer. Additional training room rules and procedures are posted in the trainer's room. The trainer's room opens at 11:30 A.M. Monday through Friday.

AWARDS AND VARSITY JACKETS

The head coach, in consultation with the Athletic Director, establishes the criteria for a varsity letter in each sport. There are slight variations in the criteria amongst sports; however, a student athlete must compete during and complete the entire season as a varsity squad member, return and/or reimburse the district for all lost or damaged equipment, and demonstrate good school citizenship and player conduct in order to receive a varsity letter.

Awards granted for participating in interscholastic athletics and playing on championship teams are restricted by the Board of Education and the NJSIAA. These types of awards (varsity letters, championships, etc) are to be symbolic in nature, i.e., letters, plaques, pins, trophies and other symbolic type awards. Northern Highlands has three seasonal varsity award periods; December (fall), March (winter) and June (spring). Many teams have their own dinners to celebrate these milestones at the conclusion of their season.

Student athletes are cautioned about accepting gifts, awards, material remuneration, or promise of such for the display of their athletic ability. Accepting such awards, even in ignorance of stated rules and regulations, would affect your eligibility in high school, your amateur standing, and possible eligibility for college competition. A student athlete should not accept an award given by anyone other than the Board of Education unless prior approval is obtained from the Board of Education and the NJSIAA. Student athletes may not accept cash or merchandise when competing in in or out of school events.

Varsity Jackets may be ordered through Aladen Athletic (973-838-2425 or www.AladenAthletic.com). During each athletic season, representatives from Aladen regularly hold information meetings and take orders during lunch periods. These meetings will be listed on the school website/daily announcements.

SUMMER ACTIVITIES

From approximately June 20 to the first day of the next school year all restrictions are rescinded for practice for all sports. Schools may issue any and all equipment for practice use during the summer recess and the local school district may determine to what extent the school, coaches and the students are to be involved in the “summer recess program” (as per NJSIAA regulations). During the summer recess period, an athlete may not be sponsored or supported by a school or school-related group (Booster Club) when team-interscholastic or individual competition takes place as part of the activity in camps, clinics or recreation programs.

In an effort to maintain the same high standards of organization and supervision you have come to expect from Northern Highlands, we have established guidelines for participation in summer activities. Please be aware of the following:

- All summer practices at Northern Highlands, after the last day of school and during the months of June, July and August will be organized through our Athletic Department. Practice should not occur off campus.
- Board of Education approved coaches and advisors will supervise all activities and practices on our campus.
- Participation in summer workouts/practices will require your FamilyID registration, as well as, an approved/valid physical evaluation (PPE form).
- Coaches and advisors should not use their personal vehicles to transport students.
- Practice or use of our facilities without approval, will not be permitted.
- “Captains’ Practices” during the summer months should not occur. Organized team practice should occur only under the supervision of our coaches and on school grounds.
- A schedule of summer meetings and practices will be forwarded by the head coach (if applicable).
- According to NJSIAA regulations, no individual or team may compete under the name Northern Highlands, NH, Highlands or Highlanders.
- Coaches are acting independently and not serving as agents of Northern Highlands while partaking in summer camps and/or recreational leagues.
- The campus of Northern Highlands may not be used as a point of organization for either pick-up or drop-off of student athletes for attending summer camps or recreational competitions.
- Participation in summer camp, or in other summer activities, will not determine whether a player earns a roster spot or starting position on a team.

If you have any questions, or believe that our guidelines for approval or supervision are not being followed, please contact the school as soon as possible. These procedures are not in place to increase the amount of practice time, only to ensure proper supervision and safety.

For your information and planning:

- A valid physical evaluation (PPE forms) and online FamilyID SUMMER consent/health update are needed for participation in summer practices.
- A physical is only valid for one calendar year.
- To have a physical exam count for the summer and for all three athletic seasons during the school year, schedule your physical examination during early June.
- **For full summer clearance**, summer consent/sign offs via FamilyID and PPE forms must be received by June 20.

SPORTSMANSHIP / ATHLETIC CODE OF CONDUCT

Northern Highlands takes great pride in demonstrating leadership and sportsmanship on and off the playing fields. Establishing an appropriate and positive learning environment is a top priority for our athletic department. The New Jersey Interscholastic Athletic Association awards an annual "Sportsmanship Banner." Earning this significant recognition remains our number one athletic goal.

In response to poor spectator behavior at many high school and youth athletic events around the state, Governor McGreevy signed (Oct. 2002) an "Athletic Code of Conduct" into law (N.J.S.A. 5:17-2). **Northern Highlands has adopted this "Athletic Code of Conduct" policy, which states that any spectator who engages in unsportsmanlike behavior at a high school event may be ejected and banned from attending further sporting events.**

In an effort to encourage good sportsmanship and to avoid the consequences of the legislation described above, we ask you to discuss the importance of proper behavior at sporting events with your children. Please continue to model appropriate behavior so that you can enjoy attending our sporting events. While winning is an important goal for all of our competitive programs, how we play and conduct ourselves at our various school events is equally if not more important.

BIG NORTH CONFERENCE (BNC) CODE OF CONDUCT FOR ATHLETIC EVENTS

- Enthusiastically encourage your team.
- Treat all others with respect and courtesy. Safety and comfort should never be compromised.
- Refrain from negative or irritating remarks, booing and taunting.
- Accept all decisions made by officials.
- Remain in the stands while play is in progress.
- Do not approach game officials or coaches before, during or after the event.
- Do not throw objects on the playing surface.
- Follow state regulations that prohibit noisemakers, signs and banners.
- Applaud outstanding play by either team.
- Be a positive role model.

Remember that it is a privilege to attend and participate in high school athletic contests. Negative behavior will not be tolerated and may lead to ejection from the event and loss of privilege to attend and participate in future athletic contests.

SPECTATORS

Spectators have an important role in the success of an athletic program. If the program is going to be successful, spectators must encourage good sportsmanship, courteous treatment of visitors and absolute fairness under all conditions. It is important that spectators remember this important rule:

**The Players Play the Game
The Coaches Coach the Game
The Officials Officiate the Game
And – the Fans Enjoy the Game**

PLEASE CONCENTRATE ON YOUR AREA OF THE GAME!!

CHAIN OF COMMAND

Parents who have a concern or complaint should first contact the Head Coach of the sport. The Assistant Principal for Athletics and Student Activities may be contacted on 201-327-8700 if additional assistance is needed.

PARENT-COACH RELATIONSHIP

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefits to our student-athletes. As parents, when your children become involved in our athletic program, you have a right to understand the expectations placed on your son/daughter. This begins with clear communication from the coach of your child's sports program.

Communication that you can expect from our Coaches:

- Philosophy of the coach
- Expectations for your son/daughter and all players on the team
- Location and times of all practices and contests
- Team requirements, fees, special equipment, off-season conditioning, and fundraisers
- Procedures should your son/daughter be injured during participation
- Team rules, guidelines and consequences for infractions

Communication Coaches expect from our Athletes:

- Concerns expressed directly to the coach
- Notification of any schedule conflicts well in advance
- Specific concern with regard to a coach's philosophy and/or expectations

As your son/daughter becomes involved in the athletic program at Northern Highlands he/she will experience some of the most rewarding moments of his/her life. It is also important to understand that there may be times when things do not go the way you or your son/daughter anticipated. At these times, discussion with the coach is encouraged.

Appropriate matters for Parents to discuss with Coaches:

- The treatment of your son/daughter
- Ways to help your son/daughter improve his/her skills and performance
- Concerns about your son's /daughter's behavior/game conduct
- Academic support and college opportunities

Remember, our coaches are professionals. They make decisions based on what they believe to be best for all student athletes and for the total program. As you have seen from the list above, certain matters can be and should be discussed with your son's/daughter's coach.

Issues not appropriate to discuss with Coaches:

Other issues, such as those listed below, must be left to the discretion of the coach.

- Amount of playing time
- Team strategy
- Play calling
- Other student-athletes

There are situations that may require a conference between the coach and parent. It is important that all parties involved have a clear understanding of the other's position. If the need arises for this type of conference the following procedure should be followed:

- Make an appointment with the coach by calling the coach or by leaving a written message in the High School or Athletic office for those coaches who teach at the high school.
- If the coach cannot be reached directly, notify the athletic office, 201-327-8700 x218/205 and they will arrange for the coach to return your contact.
- Please do not confront a coach before, during or after a contest or practice. These can be very emotional times for all involved. Meetings of this nature usually do not promote positive resolutions. Please wait at least 24 hours.

What steps can a Parent take if the meeting with the Coach did not provide a satisfactory resolution?

Make an appointment to meet with the Assistant Principal for Athletics to discuss the situation.

- The coach will be present at this meeting to share their input.
- The Student Athlete will most likely also be required to attend the meeting.
- Further appropriate steps can be determined at this meeting.

ATHLETE DISQUALIFICATION

An athlete who displays unsportsmanlike or flagrant misconduct (physical or verbal) will be disqualified from at least the next two scheduled games/meets, with the exception of football, which will carry at least a one-game suspension. The NJSIAA, the league/conference or school district may assess additional penalties. Disqualification is a judgment call by the official; the decision is final and may not be appealed. A disqualified player may not be present at any contest in that sport during the period of suspension. This means that a disqualified player must not be present in the locker room, on the bus, on the sidelines or in the stands/bleachers - before, during or after the game(s).

Any player disqualified a second time during a 365-day period from the first suspension will have the penalty doubled. Any player disqualified a second time during the same season will be ineligible for state tournament competition. On the third offense, the player will be suspended indefinitely, and must apply in writing, to the NJSIAA through the office of their Principal for reinstatement.

TRYOUT PHILOSOPHY/PROCEDURES

The Northern Highlands athletic department continues to strive towards maximizing the options available for all of our student athletes. It is the high school's desire to see as many students as possible involved in our athletic program. Unfortunately, due to various factors including, but not limited to, facility space, time constraints, and equipment costs; limitations must be placed on the size of our athletic teams.

The Northern Highlands athletic department and coaching staff are sensitive to the emotional needs of our student athletes during and after the athletic tryout period. Therefore, the following procedures have been put into place to help all of those involved better understand the team member selection process.

1. Choosing the members of the various athletic teams is the responsibility of the coaching staff.
2. Before tryouts begin, coaches will provide tryout information to all candidates for the team at a pre-season meeting. Such information shall include:
 - a. Length of tryout period - minimum of 3 days.

- b. Objectives used to select the members of the team.
 - c. Approximate number of team members that will be selected and general criteria used in team selection.
 - d. Practice and competition schedules. Coaches will explain the commitment necessary to join the team.
 - e. Clear notification that tryouts are based on performance during the selection period. Tryouts are not based on summer or recreational participation or camps/clinics that the athletes participated in prior to the tryout period.
3. Sub-varsity coaches will follow the criteria for selection that has been established for a particular sport. Varsity Head coaches will be involved in the selection of sub-varsity team members and vice versa.
 4. Members of the coaching staff will meet with each student athlete (**upon student athlete's request for a meeting**) to discuss their performance during the tryout period.

FUNDRAISING

Fundraising activities are part of every high school. Each year our clubs, teams and parent organizations conduct many fundraisers. We have taken specific steps to coordinate fundraising so not to overwhelm students, families and the local businesses that have always been supportive of Northern Highlands.

All fundraising events must be pre-approved by the Director of Athletics and Student Activities or Principal. Each athletic program may run a maximum of two fundraising events and these events should occur during the active "in-season" period (after all team/club selections have taken place). Participation in fundraising activities is voluntary. Specifics about the purpose for the fundraiser must be outlined for all parties (parents, students and school administrators). All fundraising monies (checks not cash) will be deposited into Northern Highlands' accounts - checks must be made payable to "Northern Highlands". Athletic teams are strongly encouraged to participate in "service" oriented programs (soup kitchens, children's hospitals, food drives, school service, etc.) While charity events are worthy causes, we ask that teams not partake in a specific charity. Northern Highlands will continue to have school-wide drives to benefit specific charities and we will encourage all students to participate. The *Northern Highlands Sports Association* coordinates various annual fundraising events including "Pasta Mania", Sport Yearbooks, May golf outing, membership drive, etc. to benefit all athletic programs.

NJSIAA STEROID TESTING POLICY CONSENT TO RANDOM TESTING

In Executive Order 72, issued December 20, 2005, Governor Richard Codey directed the New Jersey Department of Education to work in conjunction with the New Jersey State Interscholastic Athletic Association (NJSIAA) to develop and implement a program of random testing for steroids, of teams and individuals qualifying for championship games.

Beginning in the Fall, 2006 sports season, any student-athlete who possesses, distributes, ingests or otherwise uses any of the banned substances on the back of this page, without written prescription by a fully-licensed physician, as recognized by the American Medical Association, to treat a medical condition, violates the NJSIAA's sportsmanship rule, and is subject to NJSIAA penalties, including ineligibility from competition. The NJSIAA will test certain randomly selected individuals and teams that qualify for a state championship tournament or state championship competition for banned substances. The results of all tests shall be considered confidential and shall only be disclosed to the student, his or her parents and his or her school. No student may participate in NJSIAA competition unless the student and the student's parent/guardian consent to random testing.

NJSIAA CONCUSSION POLICY

In order to help protect the student athletes of New Jersey, the NJSIAA has mandated that all athletes, parents/guardians and coaches follow the NJSIAA Concussion Policy:

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. In other words, even a "ding" or a bump on the head can be serious. You can't see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child/player reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

HAZING

Northern Highlands requires the mutual respect of all students, staff and visitors. To this end, the Athletic Department requires your compliance against hazing or team initiations of any kind. Any coercive interactions among students, especially when such interactions make even one student uncomfortable, are considered hazing and will be subject to disciplinary action. In particular, initiations which require students to participate in any disagreeable or unpleasant activity are considered hazing. No hazing or initiation will be tolerated, either on or off campus and any infractions will be dealt with severely.

ATHLETIC USER FEE

For most sports, a fee of at least **\$50.00** will be collected from each athlete per season when team uniforms are issued. Bowling, Fencing and Girls Lacrosse typically have a user fee of \$100.00, Boys Lacrosse \$135.00 and Swimming \$150-\$300. Ice Hockey's fee is determined by the NH Hockey Association. If this cost is a financial hardship to any family, please notify the Athletic Director in writing and an adjustment will be made (all such communications will be confidential). Fees should be paid electronically via FamilyID.